

Student Safety Contract

Name: _____

Address: _____

City, Zip: _____

Telephone: _____

PERSON TO CONTACT IN CASE OF EMERGENCY

Name: _____

RELATIONSHIP: _____ TELEPHONE: _____

Questions

Do you have allergies? ☐ Yes ☐ No

If so, list specific allergies _____

Other medical condition(s)? ☐ Yes ☐ No

If so, list specific condition(s) _____

Agreement

I _____ have read and agree to follow all of the safety rules set forth in the *Laboratory Safety Guidelines* and this contract. I realize that I must obey these rules to ensure my own safety, and that of my fellow students and instructors. I will cooperate to the fullest extent of my instructor and fellow students to maintain a safe lab environment. I will also closely follow the oral and written instructions provided by the instructor.

I am aware that any violation of this safety contract that results in unsafe conduct in the laboratory or misbehavior on my part, may result in one or more of the stated consequences listed within this contract.

I understand that any violation of *The Joliet Central High School Laboratory Safety* and/or rules can result in me being unable to participate in lab for the remainder of the semester which will result in an “F” for my semester grade.

Student Signature

Date

Over⇒

Consequences of Safety Violations / Misbehavior

First Offense:

Depending on the severity of the infraction the following steps may be taken.

1. Teacher warning (verbal or written.)
2. An official notice will be sent to the student's parents. The notice will state the specific infraction.
3. The student may be referred to the dean/counselor.
4. The student may be excluded from laboratory activities which lower his/her grade.

Second Offense

Depending on the severity of the infraction the following steps may be taken.

1. The student may be excluded from laboratory activities, which will lower his/her grade.
2. An official notice will be sent to the student's parents. The notice will state the specific infraction.
3. The student may be referred to the dean/counselor.

Third Offense

Depending on the severity of the infraction the following steps may be taken.

1. The student will be referred to the dean.
2. An official notice will be sent to the student's parents stating the specific infraction.
3. Students will not be able to participate in the remainder of the semester labs resulting in a low or failing grade for the class.

Please Note:

If a student commits a safety offense that warrants an "expulsion warning" the student will NOT be allowed to participate in future laboratory activities, which will lower his/her grade.

Dear Parent or Guardian:

We feel that you should be informed regarding the school's effort to create and maintain a safe classroom/laboratory environment. With the cooperation of the instructors, parents, and students, a safety instruction program can eliminate, prevent, and correct possible hazard.

You should be aware of the safety instructions your son/daughter will receive before engaging in any laboratory work. Please read the list of safety rules in the *Laboratory Safety Guidelines*. No student will be permitted to perform laboratory activities unless this contract is signed by both the student and parent/guardian and is on file with the teacher.

Your signature on the contract indicates that you have read this *Student Safety Contract / Laboratory Safety Guidelines*, and are aware of the measures taken to insure the safety of your son/daughter in the science laboratory, and will instruct your son/daughter to uphold his/her agreement to follow these rules and procedures in the laboratory.

Parent/Guardian Signature/Date

Laboratory Safety Guidelines

Joliet Township High School

PURPOSE

Food Fundamentals is a hands on laboratory classroom. Safety is the #1 priority for students, teachers, and parents. To ensure a safe classroom, a list of rules has been developed and provided to you. **You will keep these rules as a reminder throughout the school year.** These rules must be followed at all times. A safety contract must be signed by **you** and **your parent/guardian** before you may participate in lab activities.

GENERAL GUIDELINES

1. Conduct yourself in a responsible manner at all times in the laboratory.
2. Follow all written and verbal instructions carefully. If you do not understand a direction or part of a procedure, ask the instructor before proceeding.
3. Never work alone. No student may work in the laboratory without an instructor present.
4. When first entering the classroom, do not touch any equipment. Food, or other materials in the laboratory until instructed to do so.
5. Perform only those procedure authorized by the instructor. Carefully follow all instructions, both written and oral.
6. Be prepared for your work in the laboratory. Read all procedures thoroughly before entering the laboratory.
7. Observe good housekeeping practices. Clean regularly as you are completing your lab activity. Bring only your laboratory recipe to the work area. All other materials should be stored under your chair.

8. Keep all aisles clear at all times. Push chairs in when not in use.
9. Never fool around in the laboratory. Horseplay, practical jokes, and pranks are dangerous and are prohibited in the laboratory.
10. Be alert and proceed with caution at all times in the laboratory. Notify the instructor immediately of any unsafe conditions you observe.
11. Stay in your assigned lab station at all times.
12. Everyone must be checked out of lab by the instructor before they can leave for the day.

SAFETY & SANITATION

1. Everyone must wash their hands with soap for at least 30 seconds before beginning a laboratory activity.
2. All laboratory equipment must be sanitized using the three sink method (wash, rinse, sanitize) at the end of every laboratory activity.
3. Know the locations and operating procedures of all safety equipment including the first aid kit, fire extinguisher, and the fire blanket. Know where the fire alarm and exits are located.
4. Report any accident (spills, breakage, etc) or injury (cut, burn, etc.) to the instructor immediately, no matter how trivial it may appear.
5. When using knives or other sharp instruments, always carry with tips and points pointing down and away from the body. Never try to catch falling sharp instruments. Grasp sharp instruments only by the handles.

6. All Knives must be checked in to the instructor before anyone can leave the classroom.
7. Never handle broken glass with your bare hands. Use a brush and dustpan to clean up broken glass.
8. When removing an electrical plug from its socket, grasp the plug, not the electrical cord. Hands must be completely dry before touching electrical switch, plug or outlet.
9. If you do not know how to use a piece of equipment, ask the instructor for help.
10. Do not immerse cold glass in hot water. It may shatter.
11. Do not immerse hot metal in water. The metal will warp.
12. Never place sharp objects in the bottom of a sink filled with water.

CLOTHING

1. Dress properly during a laboratory activity.
2. Long hair must be tied back at all times.
3. Dangling jewelry and baggy clothing are a hazard in the laboratory. All dangling jewelry must be removed and baggy clothing must be secured.
4. Lab aprons have been provided for your use and must be worn for the entire duration of the laboratory activity.
5. There is absolutely no grooming or make up allowed in the laboratory or classroom at anytime.